

National Clean Energy Business Plan Competition

Frequently Asked Questions

This is the first iteration of Frequently Asked Questions (FAQs) relevant to the National Clean Energy Business Plan Competition. FAQs will be updated and will be posted on the [competition website](#) for easy accessibility and with regular updates.

FAQs

Where will the competition be held?	2
When is the competition?.....	2
When should we arrive?	2
What should we bring?	2
What is the dress code for the event?.....	2
Who is invited to attend the competition?	3
What will the regional winners have access to?.....	3
What will the regional runner-ups have access to?.....	3
What do we owe to the Department of Energy before the competition?	4
What do we need to know about the poster session?	4
How are the business plan pitches structured?.....	4
What do we need to do to be allowed into the White House?	4
Will we be able to take a tour of the White House?	5
Where should we stay?.....	5
Is funding available to cover travel expenses?	5
Schedule	5

Where will the competition be held?

The full two-day event is being held in downtown Washington, D.C. All portions of the event will be within walking or metro accessible from one another.

- The full first day is being held at [Mintz Levin](#) law firm, 701 Pennsylvania Avenue, N.W., Suite 900, Washington, DC 20004
- The business plan pitches (first half of the second day) is being held at the [Department of Commerce](#), 1401 Constitution Ave, N.W., Washington, DC 20230.
- The White House Awards Ceremony (second half of the second day) is being held at the White House South Court Auditorium, within the Eisenhower Executive Office Building (EEOB), Intersection of Pennsylvania and 17th, N.W., Washington, DC.
- The Hill business plan pitches is being held at 2318 Rayburn House Office Building
- *A map with all locations and directions is forthcoming*

When is the competition?

- The National Competition's is scheduled for June 12th-13th, 2012. Additional activities (White House tour and Business Plan Pitches to the Hill) will take place on the morning and early afternoon of June 14th, 2012.
- Please see the schedule below for more detail.

When should we arrive?

- It is recommended that you arrive in D.C. on June 11th to be able to arrive at Mintz Levin between 8:00 and 8:30 a.m. to set up before the formal event begins.

What should we bring?

- Everyone will need a valid form of government issued identification in order to be cleared into the Department of Commerce and the White House.
- Teams will need to bring relevant presentation materials appropriate to various portions of the event (your poster for the poster session and your PPT presentation on a thumb drive for the business plan pitches. PPT presentations should not include video or sound files).

What is the dress code for the event?

- The dress code ranges from business attire (suits) to business casual (khakis and button down shirts). Please do not wear jeans.

Who is invited to attend the competition?

- The first day and the White House Awards Ceremony portion of the second day are private events that are limited to winning and runner-up teams, regional competition organizers, regional competition sponsors and key stakeholders, the National Competition sponsors, federal representatives (DOE, ARPA-E, the Small Business Administration, the Department of Commerce, and the Hill), and approximately 25 venture capitalists/ entrepreneurs
- The business plan pitches on the morning of second day will be open to the public, and will attract upwards of 300 attendees. Registration to the public event is available [here](#).

What will the regional winners have access to?

- The National Competition's agenda is designed to showcase the six finalist business plan teams. Accordingly, the six finalists will participate in all portions of the event. This includes:
 - Networking activities with cleantech venture capitalists and senior federal officials on June 12th at Mintz Levin.
 - Presentation of their business plan pitches to a public audience at the Department of Commerce.
 - Recognition at the White House Awards Ceremony on June 13th.
 - Closing reception on June 13th.
 - Tour of the White House.
 - Presentation of their business plan pitches to the House Science Committee, on Capitol Hill.

What will the regional runner-ups have access to?

- Runner-up teams will be able to participate in the same events as the finalists **EXCEPT**:
 - The three 1-on-1 meetings, on June 12th at Mintz Levin. Runner-up teams will continue to participate in the poster session at this time.
 - Public business plan pitches on June 13th. While runner-up teams will not be presenting, they should attend.
 - White House tour on June 14th. The White House tour is only available to the finalists.
 - Business Plan Pitches on the Hill. While runner-up teams will not be presenting, they are welcome to attend.

How are the one on one meetings between finalist teams and cleantech venture capitalists being paired?

- After the Investor Connect session finalists teams will submit a ranked list of five venture capitalists that they would like to meet with during their one on one sessions. From these lists, DOE staff will pair each team with three venture capitalists.

What do we owe to the Department of Energy before the competition?

- Video and descriptions for public voting by **May 17**
- 10 page Business Plan by **June 1**
- The dimensions of your poster by **June 1**

What do we need to know about the poster session?

- The posters will be on display at Mintz Levin throughout the day on Tuesday, June 12th.
- Posters should be no larger than 31" wide by 78" tall, in dimension.
 - Teams are encouraged to follow-up with DOE staff regarding any specific questions posters that do not meet these dimension requirements. We will make every effort to accommodate your existing posters, but to the extent that space allows.
- Please let DOE know the size of your team's poster by **June 1**.

How are the business plan pitches structured?

- The 30 minutes allotted per team includes 15 minutes of uninterrupted time for the team to deliver their pitch with no questions from the judges, 10 minutes for judge Q&A, and 5 minutes of transition time.
- Supporting PowerPoint presentations should not include embedded video or sound files.

What do we need to do to be allowed into the White House?

- Everyone planning to attend the event at the White House must submit their personal information to their regional organizer or to the DOE at commercialization@ee.doe.gov.
- This was due to DOE on May 15th.

Will we be able to take a tour of the White House?

- White House tours of the East Wing are scheduled for Thursday, June 14 as an **optional event**. If you are a member of one of the finalist teams or regional organizers, you are able to participate in a White House tour. You can learn more about the tour [here](#).

Where should we stay?

- DOE has reserved a block of 40 rooms in the D.C. [St. Regis hotel](#), at the government per diem rate of \$224 a night
- You can book a room here: [US Department of Energy](#)
- These rooms must be booked by **June 1**

Is funding available to cover travel expenses?

- DOE does not have travel funds for the attendees.

Schedule

Tuesday, June 12: DOE's National Clean Energy Startup Forum

Mintz Levin Law Firm, 701 Pennsylvania Ave, N.W.

- 8:00-9:30 **Pre event** Arrive and setup time for teams
- 9:30-10:00 **Welcome and Keynote #1**
 - Delivered by the Secretary of Energy, Dr. Steven Chu
- 10:00- 11:00 **Poster Session**
 - 60 minutes for the finalist and runner-up teams to showcase their business plans to federal and business audiences
- 11:00- 12:30 **Investor Connect (Hosted and facilitated by Cleantech Open)**
 - 90 minutes for 20 VCs to meet the finalist and runner-up teams is a speed dating like activity
- 12:45- 2:45 **Lunch, Keynote #2, and Panel # 1**
 - 120 minutes for lunch and Keynote delivered by a business/ VC representative (tbd). The first panel, on cleantech successes and challenges, will include the lunch Keynote speaker
- 2:45- 3:00 **Break**
- 3:00- 4:00 **Panel #2 on Federal Resources**

- The Federal Resources Panel will highlight non-EERE cleantech supportive resources. Panelists will include SBA, EDA, Congress, DOE's Office of Science, and the ARPA-E
- **4:30-5:45 1-on-1s (Three 20 minute meetings)**
 - Through 1-on-1 meetings, finalist teams will connect with energy sector experts to discuss specific technical, commercialization, press, and legal issues. While the 1-on-1 meetings are underway, the poster session will be staffed by one member of each finalist team and runner-up team posters will additionally be on display. The 1-on-1 meetings are intended to provide the finalist teams with more time to follow-up with VCs they connected with during the Investor Connect.
- **6:00- 8:00 Cocktail reception**
 - Unstructured cocktail reception will conclude the day's events allowing for finalist teams to continue conversations with cleantech stakeholders in attendance.

Wednesday, June 13: Competition Day

Department Of Commerce, 1401 Constitution Ave, N.W.

- 8:30- 9:00 Coffee
- 9:00- 9:30 **Welcome and Keynote # 3**
 - Delivered by White House Official
- 9:30- 10:00 **Finalist # 1**
- 10:00- 10:30 **Finalist # 2**
- 10:30- 11:00 **Finalist # 3**
- 11:00- 11:30 **Break with refreshments**
- 11:30-12:00 **Finalist # 4**
- 12:00- 12:30 **Finalist # 5**
- 12:30- 1:00 **Finalist # 6**
- 1:00- 1:30 **Closing Remarks**
 - Remarks provided by DOE Official
- 1:30- 2:45 **Transit from competition site to the White House**
- 3:00- 3:40 **Welcome to the White House and Keynote #4**
 - Welcome and Keynote delivered by White House Official
- 3:40- 6:00 **Announcement of various awards and photo opportunities**